



SPORTS DISPUTE RESOLUTION PANEL LIMITED (Trading as Sport Resolutions (UK))

Summary minutes of the Annual General Meeting of the Sports Dispute Resolution Panel Limited held at 1 Salisbury Square, London EC4Y 8AE on Thursday 29 September 2016 at 1.30 pm.

Present:

Edwin Glasgow Q.C	Independent Non-Executive Director/ Chair
David Rigney	Independent Non-Executive Director/ Chair of FHRC/ Vice Chair
Richard Harry	Chief Executive
Simon Cliff	Independent Non-Executive Director/ Chair of PARC
John Palmer	Independent Non-Executive Director
Richard Hendicott	Welsh Sports Association - Representative Director
Simon Barker	Professional Players Federation- Representative Director
Elaine Battson	British Paralympic Association- Representative Director
James Allen	Sport and Recreation Alliance- Representative Director
Ian Braid	British Athletes Commission- Representative Director

Apologies received from:

Margot Daly	Independent Non-Executive Director/ Chair of MSDC
Keith McGarry	Northern Ireland Sports Forum- Representative Director
John Kerr	Scottish Sports Association- Representative Director
Warren Phelops	European Sponsorship Association- Representative Director

Also in attendance:

Ross Macdonald	Business Manager/ Company Secretary
Catherine Pitre	Head of Case Management
James Muncer	Marketing and Service Development Manager

1. Minutes

The minutes of the Annual General Meeting held on Wednesday 23 September 2015 were signed as a true record of the meeting.

2. Report and Financial Statement

The Report and Financial Statements of the Company (Full Accounts) for the year ended 31 March 2016 were considered. The accounts were audited by Venthams and recommended by the Chair of the Finance and Human Resources Committee. The accounts were unanimously adopted by the Members.

3. Directors Report of Activities

i) The Chair presented the Annual Report to the Members. The Chair thanked the directors and secretariat for ensuring another successful year at Sport Resolutions. The changes in personnel at Chief Executive and in the Case Management team has been seamless and the Chair commented that he had great confidence in the organisation going forward.

ii) The Chairman of the Finance and Human Resources Committee (FHRC) presented his report on the activities of the committee to the Members. The Committee had regularly reviewed the monthly management accounts, cash-flow, reserves, risk register, insurance arrangements, staffing and policies of the Company. The Chair thanked David Rigney for providing the Finance and HR Committee with his expertise.

The Chief Executive advised the Members that the structure of the secretariat is now much more effective, with three managers reporting to him on Case Management, Marketing and Service Development, and Business and Finance. The Members were advised that Jenefer Lincoln had recently resigned after six-years with the company and that recruiting her replacement would begin immediately. The new staff team includes Catherine Pitre as Head of Case Management, James Muncer as Marketing Manager and Richard Bazley as Business Support Assistant. All appointments have been excellent additions to the team.

4. Strategic development and future plans

ii) The Chief Executive presented his annual report to the Members.

5. Appointment of Officers to the Boards and Committees

The Board made the following resolutions.

Chair:

Edwin Glasgow is re-appointed as Chairman until the 2017 AGM.

Deputy Chair:

David Rigney is appointed as Deputy Chairman until the 2017 AGM.

Management Board members:

Elaine Battson, Ian Braid and Keith McGarry be appointed to the Management Board in their capacity as Member directors. Members were advised that Richard Hendicott, Representative Non-Executive Director, was stepping down from the Management Board.

National Anti-Doping Panel Board

It was resolved that NADP Board business would continue to be undertaken by the Management Board.

Finance and Human Resources Committee

David Rigney (Chair), Keith McGarry and Elaine Battson were appointed to the Finance and Human Resources Committee.

Marketing and Service Development Committee

Margot Daly (Chair), John Kerr, John Palmer and Ian Braid were appointed to the Marketing and Service Development Committee.

Panel Appointments and Review Committee

Simon Cliff (Chair), Ian Braid, Margot Daly and James Allen were appointed to the Panel Appointments and Review Committee.

Company Secretary

Ross Macdonald was appointed as Company Secretary until the 2017 AGM.

Equality Champion

Margot Daly was appointed as Equality Champion until the 2017 AGM.

Safeguarding Champion

Ian Braid was appointed as Safeguarding Champion until the 2017 AGM.

8. Appointment of Company's auditors

Venthams are re-appointed as the company's auditors until such time as new auditors are appointed.


9. Any other business

The Chief Executive advised the Members that the company's Articles of Association as they presently stand are limiting the ability and flexibility of the company to meet UK Sport requirements in relation to Board composition. The Members unanimously agreed that the Articles should be amended to allow for the Directors to appoint up

to seven independent Directors. The maximum number of Directors shall therefore increase from 15 to 17 (24.1).

The Members were advised that in order to meet UK Sport self-assurance criteria the Management Board and AGM agenda's and minutes should be published online. The Members unanimously agreed that these should be published in summary-format going forward, once approved at the subsequent Management Board meeting.

The meeting closed at 1440.


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Chairman

Date: 7.12.16.....